

		National Defence Défense Nationale	Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
SIGNIFICANT INCIDENT REPORT		DID 2.18.1.1	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
<p>The Purpose of the Significant Incident Report is to identify and notify the NWSO TA of a significant occurrence.</p>			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)		6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT
July 2020	NWSO Technical Authority (TA)		N/A
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
<p>CDRL 2.18.1.1 and SOW paragraph 2.18.1.1 refer. This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS O&M SOW.</p>			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
NWSO TA		NIL	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
10.1 <u>Source Document</u> NWS O&M SOW Section 2, paragraph 2.18.1.1			
10.2 <u>Content and Format</u> The Significant Incident report shall be within 6 hours of the significant incident as described within this SOW, the Contractor shall submit an initial report detailing the nature of the incident. Follow-up reports shall be submitted no later than 72 hours as required until the incident has been fully investigated and corrective action has been completed.			
10.3 Significant Incident Emergency, if an incident is deemed to be an emergency, the Contractor shall activate the Emergency Response Plan (ERP). Follow-up reports shall document the status of the investigation and corrective actions which are planned and or completed until such time the incident is considered closed. If warranted the Contract shall update the Risk Management Plan (RMP) to eliminate or mitigate the chance of the significant incident recurring.			
10.4 The report will be in Contractor format TA reviewed and Crown approved. A current copy of a Significant Incident Report can be provided as a reference.			
10.5 The Significant Incident Report shall be available on line within 5 days.			
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